

Meeting Minutes of the  
**BIRDSBORO MUNICIPAL AUTHORITY**  
**MEETING HELD VIA TELECONFERENCE**  
**FEBRUARY 9, 2021**

Birdsboro Municipal Authority (the “Authority/Board” or “BMA”) Board Members Roll Call:

Anthony Tucci, Chairman – present  
Kevin Orman, Vice Chairman - present  
Jeffrey Kauffman, Secretary -present  
Deborah Murphy, Treasurer – present  
Kevin Shelton, Assistant Secretary/Treasurer – present

Staff Members Present:

Kelly Yanos, Manager  
H. David Miller, Entech Engineering, Inc., Wastewater Treatment Engineer  
Kim Mazur, Entech Engineering, Inc., Water Treatment Engineer  
Dan Becker, Esquire, Kozloff Stoudt – Solicitor  
Bonnie L. Frisco, Recording Secretary

Visitor(s): Nancy Kauffman, Mary Ann Cotter, Bob Myers

The meeting was called to order by Chairman Anthony Tucci at 6:30 PM.

Nick Bieber of Herbein & Company reviewed the BMA Audits for year ended December 31, 2019.

**MOTION:** Approve the BMA Audits for year ended December 31, 2019 as presented.

Moved by: Jeffrey Kauffman                      Seconded by: Deborah Murphy              Vote: All in favor

**Public Comment:** No public comment

**Review and Approve Minutes**

**MOTION:** Approve the January 12, 2021, meeting minutes as presented.

Moved by: Jeffrey Kauffman                      Seconded by: Kevin Shelton                      Vote: All in favor

**Treasurer’s Report**

**MOTION:** Approve the account balances and payment of bills as presented.

Moved by: Deborah Murphy                      Seconded by: Jeffrey Kauffman                      Vote: All in favor

**Manager’s Report – Kelly Yanos**

**MOTION:** Approve the purchase of ‘sludge bugs’ (microbial organisms) at a cost of \$1,260.

Moved by: Jeffrey Kauffman                      Seconded by: Kevin Shelton                      Vote: All in favor

**MOTION:** Approve the purchase of a motor for the Cocalico Road pump station at a cost of \$2,875.

Moved by: Jeffrey Kauffman                      Seconded by: Deborah Murphy                      Vote: All in favor

**MOTION:** Approve the purchase of a Cocalico tank level indicator cost not to exceed \$1,500.

Moved by: Kevin Shelton                      Seconded by: Deborah Murphy                      Vote: All in favor

**MOTION:** Authorization to sell the BFS spare pool pump on Municibid (approx. value \$5,600).

Moved by: Anthony Tucci                      Seconded by: Jeffrey Kauffman                      Vote: All in favor

**MOTION:** Authorization to close the BFS Payroll bank account.

Moved by: Anthony Tucci                      Seconded by: Jeffrey Kauffman                      Vote: All in favor

**Engineer’s Report – H. David Miller (Entech Engineering “Entech”) - Wasterwater**

H. David Miller reviewed the Wastewater Engineer’s Report, a copy of which is kept on file. Items of note were the Chapter 94 Report and the Capital Improvements Plan.

**Engineer’s Report – Kim Mazur (Entech Engineering “Entech”) - Water**

Kim Mazur reviewed the Water Engineer’s Report, a copy of which is kept on file. Item of note was the GS Developers App #3 for \$9,970 for the Chemical Feed Upgrades.

**Solicitor’s Report – Dan Becker:** The “Authority” recessed into Executive Session at 6:58 p.m. for the purpose of contract negotiations and personnel and reconvened the regular meeting at 7:25 p.m. No action was taken.

**Old Business:** No old business

**New Business:** No new business

**Public Comment:** No public comment

**Adjournment**

The regular meeting was adjourned at 7:26 PM. The next regular meeting of the Authority will be held Tuesday, March 9, 2021, at 6:30 PM.

Respectfully submitted,

Bonnie L. Frisco  
Recording Secretary